



CANNON BUILDING  
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STATE OF DELAWARE  
**DEPARTMENT OF STATE**

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DIVISION OF PROFESSIONAL REGULATION

<b>MEETING MINUTES:</b>	<b>BOARD OF PROFESSIONAL LAND SURVEYORS</b>
<b>DATE AND TIME:</b>	<b>September 19, 2013 at 8:30 a.m.</b>
<b>PLACE:</b>	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room A</b> , second floor of the Cannon Building
<b>APPROVED:</b>	<b>October 17, 2013</b>

**MEMBERS PRESENT**

James Bielicki, Jr., Professional Member, Chairman  
Franco R. Bellafante, Professional Member, Vice-Chair  
Mark Rosenthal, Public Member, Secretary  
Thomas Plummer, Public Member

**DIVISION STAFF**

Kevin Maloney, Deputy Attorney General  
Amanda McAtee, Administrative Assistant II

**MEMBERS ABSENT**

Charles Adams, Jr., Professional Member  
Kenneth Monroe, Public Member

**PUBLIC**

Larry McBride  
Daniel Simmons, DAS

**CALL TO ORDER**

Mr. Bielicki called the meeting to order at 8:36 a.m.

**Review and Approval of Minutes**

Mr. Rosenthal made a motion, seconded by Mr. Plummer, to approve the August 15, 2013 minutes as amended. By unanimous vote, the motion carried.

Mr. Plummer provided the Board with an update from the last meeting and stated that Mr. Kent is no longer employed by the State of Delaware.

### **Unfinished Business**

#### **Continued Workshop Review**

##### **Possible amendment to Title 25, Chapter 3 regarding survey requirements for conveyances**

Mr. Bielicki stated that the Board would review the final draft at the October 17, 2013 meeting.

### **Complaint Status – None**

Mr. Bielicki requested the Ms. McAtee list all of the Board's open complaints on future agendas.

Ms. McAtee stated that she would add them to the October 17, 2013 agenda.

#### **Audit – Board Determined Percentage for Random Audit**

Ms. McAtee stated that she reviewed the Board's Rules and Regulations and did not find a pre-determined random audit percentage. The Board audited 20% of their licensees during the last continuing education audit. The Board agreed to audit the same amount, 20%, for this year's continuing education post renewal audit.

#### **Discussion and Consideration of Accepting Online Courses for PDH Credit**

Mr. Bellafante suggested that out of the 24 PDH required for renewal that the Board should consider 8 PDH credits to be taken through online courses. The Board recognized Daniel Simmons from the public. Mr. Simmons stated that the DAS agreed with the suggestion of credit given to 8 out of the 24 PDH credits for courses taken online. Mr. Simmons further explained that the DAS's main concern was for the protection of the public, therefore the ethics credits should never be permitted to be taken online. The DAS provided courses on ethics that related to the Board's Rules and Regulations and other Delaware centric issues. Mr. Bielicki stated that he did not have issue with the suggestions of Mr. Bellafante and Mr. Simmons. Mr. Plummer stated that the classes were held to put students in classroom and have an open discussion. Mr. Plummer did not know if online courses were a direction the Board should head into because he felt the experiences gained from a classroom course were more superior to online courses. Mr. Plummer stated that he had attended a few online seminars and no interaction took place like it would have in an in-person seminar.

Mr. Bellafante stated that he had taken online courses as well and he had to complete a test at the end of the course. Mr. Bellafante felt that online courses offered educational opportunities that the Board should consider. Mr. Rosenthal stated that he felt the interaction was important. After discussion, the Board felt that 8 out of 24 credits could be obtained through online courses. Mr. Maloney stated that if the Board wished to change the Rules and Regulations that Rule 10.3.2 could be struck with the new language added below. The Board agreed review changes at the October 17, 2013 meeting that Mr. Bielicki drafted.

### **NEW BUSINESS**

#### **Courses for Continuing Education Approval**

##### **Delaware Association of Surveyors – 2013 Conference and Expo – 40 PDHs, 2 ethics designation**

Mr. Plummer reviewed the PDH application from the Delaware Association of Surveyors for the approval of the 2013 Conference and Expo. After discussion, Mr. Plummer made a motion, seconded by Mr. Bellafante, to approve the Delaware Association of Surveyors 2013 Conference and Expo for a total of 40 PDHs with an ethics designation of 2 PDHs as requested. By unanimous vote, the motion carried.

##### **Maryland Society of Surveyors – Fall 2013 Conference**

Mr. Plummer reviewed the PDH application from the Maryland Society of Surveyors Fall 2013 Conference. After discussion, Mr. Plummer made a motion, seconded by Mr. Bellafante, to approve the Maryland Society of Surveyors Fall 2013 Conference for a total of 38 PDHs with an ethics designation of 4 PDHs as requested. By unanimous vote, the motion carried.

Tom Whitehead

Tree ID – 4 ½ PDH with ethics of 1/2

Mr. Plummer reviewed the PDH application from the Tom Whitehead for the Tree ID course. After discussion, Mr. Plummer made a motion, seconded by Mr. Rosenthal, to approve Tom Whitehead for the Tree ID course for a total of 4.5 PDHs with an ethics designation of .5 PDH as requested. By unanimous vote, the motion carried.

Office & Field Work for Polaris – 8 ½ PDH, ethics 1 PDH

Mr. Plummer reviewed the PDH application from the Tom Whitehead for the Office & Field Work for Polaris course. After discussion, Mr. Plummer made a motion, seconded by Mr. Bellafante, to approve Tom Whitehead for the Office & Field Work for Polaris course for a total of 8.5 PDHs with an ethics designation of 1 PDH as requested. By unanimous vote, the motion carried.

Surveyors Historical Society (SHS)

SHS Rendezvous 2013 (Educational Presentations) – 11 PDH

Mr. Plummer reviewed the PDH application from Surveyors Historical Society (SHS) for the approval of the SHS Rendezvous 2013 (Educational Presentations). Mr. Bellafante questioned if it was a mistake in the office or if it was not originally submitted for the field work to be approved. Ms. McAtee stated that last month the woman in charge only submitted the course for 7 hours and did not mention field work. Mr. Whitehead contacted the office and submitted the request for credit of the field work as well.

After discussion, Mr. Plummer made a motion, seconded by Mr. Bellafante, to approve the educational presentation for 7 hours classroom hours and 4 hours field work for a total of 11 PDHs as requested. By unanimous vote, the motion carried.

**Review of Application for Licensure by Examination – None**

**Review of Application for Licensure by Reciprocity – None**

**Review of Application for Surveyor Intern**

Jose Daniel Ruiz del Valle

Mr. Bellafante reviewed the surveyor intern application from Jose Daniel Ruiz del Valle. After discussion, Mr. Bellafante made a motion, seconded by Mr. Rosenthal, to approve Jose Daniel Ruiz del Valle's application for surveyor intern. By unanimous vote, the motion carried.

**Ratification of Issuance of Land Surveying Certificate of Authorization – None**

**Review of Land Surveying Certificate of Authorization – None**

**Review of Audits – None**

**Complaint Assignments and Status – None**

**Wall Certificates**

Mark T. Lagana

Mr. Bielicki and Mr. Rosenthal signed the wall certificate for Mark T. Lagana.

**Correspondence – None**

**Executive Discussion – None**

**OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)**

**92<sup>nd</sup> NCEES Annual Meeting**

Mr. Bielicki stated that he attended the annual meeting and there were about 600 people in attendance. Mr. Bielicki stated that he had spoken to DAPE and discussed if their organization referred to this board's Rules and Regulations when it came to surveying. Mr. Bielicki had been invited to attend a future DAPE meeting to discuss this board's Rules and Regulations and bring up any concerns that the Board had. Mr. Plummer thanked Mr. Bielicki for attending the annual meeting and representing the Board and the State of Delaware.

**PUBLIC COMMENT**

Larry McBride inquired if the Board was still considering the addition of an inactive and retired status. Ms. McAtee stated that she would have the topics on the next agenda. Last year a Bill was being drafted to address the two license types but Ms. McAtee was unsure what happened to the Bill, she did state that it was not submitted.

**NEXT MEETING**

The next meeting of the Board is October 17, 2013 at 8:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

**ADJOURNMENT**

There being no further business before the Board, Mr. Rosenthal made a motion, seconded by Mr. Plummer, to adjourn the meeting at 10:18 a.m. By unanimous vote, the motion carried.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'A McAtee', written in a cursive style.

Amanda McAtee  
Administrative Specialist II

*The notes of this meeting are not intended to be a verbatim record of the topics that were presented or discussed. They are for the use of the Board members and the public in supplementing their personal notes and recall for presentations.*